

FINAL DRAFT
FOR PUBLIC HEARING 6/7/07 IN ROOM 209, CITY HALL at 7:00 p.m.

**PROCEDURE AND POLICY FOR NAMING
OR RENAMING PROPERTY
OWNED BY THE CITY OF NEWTON AND
UNDER THE MANAGEMENT OF THE FARM COMMISSION**

Approved: _____(date)

PROCEDURE

- 1) A written request or nomination for the naming of property should be submitted to the Farm Commission by individuals, city-wide neighborhood groups or other organizations. The petitioner must provide historical and supportive information as appropriate to justify the nomination.
- 2) Acknowledgement in writing will be made by the Farm Commission to the particular individual or group requesting the naming.
- 3) The nomination will be placed on the Farm Commission's regular agenda at the next meeting or the following meeting if less than 30 days will have elapsed. A legal notice describing the nomination and noting the date and time of the hearing shall be placed in a local newspaper by the Commission at its expense and posted on the City bulletin board at least five days in advance of the meeting.
- 4) The official vote for approval will need affirmative votes from a majority of the Farm Commission membership (5 votes).

GENERAL POLICY

- 1) The property may be named after a person or a geographical location, historic or geologic feature connected directly to the specific site.
- 2) If a person is the nominee, that individual or his/her sponsor must have made a major contribution, financial or otherwise, to the property.
- 3) If the nominee is/was a public official, that individual may not be considered until s/he has left office.

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